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ADDENDUM NO. 1

Date: July 22, 2009

RFP No. 09-0827

Impact Fee Studies And Review Update (Transportation, Fire/Rescue, Park Services, Library Services)

This addendum is being issued to make the following changes and clarifications to the bidding document. The information in this addendum modifies and changes the original bidding documents and takes precedence over the original documents. **Respondents shall acknowledge receipt of this addendum by completing this form and returning it with the response. Failure to acknowledge this addendum may preclude consideration of the bid proposal award.**

Change:

Change Bid Opening date from July 29, 2009 at 3:00 p.m. to August 5, 2009 at 3:00 p.m.

Questions/Answers:

Question 1: Is there a budget for this project and how much is it?

Answer 1: **Not at this time.**

Question 2: How much was Tindale-Oliver's contract for the transportation update in 2007?

Answer 2: **The original contract was for \$202,331.75. There was one amendment that added \$33,660.00 to the contract total.**

Question 3: Does the County anticipate needing engineering assistance with the transportation fee component is it there an adopted roadway master plan?

Answer 3: **There is an adopted roadway plan. It can be found online at:**
http://www.lakecountyfl.gov/departments/public_works/funding_and_production/2009-2013_transportation_construction_program.aspx

Question 4: Who was the firm that was completing the updates to the non-transportation fees in 2006/2007? Was it Tindale-Oliver as well? Finally, why was the process not completed?

Answer 4: **Tindale-Oliver was the firm. The transportation fee proposal was rejected by the**

BCC. The other studies were tabled.

Question 5: Administrative cost determination: Would the County like the determination of the administrative costs to include a detailed work time survey of staff involved with impact fees (a more precise but lengthier effort), or is an approximation (% of time by staff member) plus approximate total loaded personnel costs better? Will the County want central service costs determined also?

Answer 5: The last administrative cost study is attached. The consultant may propose an alternate methodology.

Question 6: Presentations. Would the County like the Consultant to budget for three public presentations during the update process and then provide a per meeting cost for additional presentations above three? There would be a separate allowance for meetings with staff during the project.

Answer 6: Anticipate the following presentations (at a minimum): Impact Fee Committee (2), Board of County Commissioners (2), Library Advisory Board (1), Parks Advisory Board (1). Presentations should be itemized.

Question 7: Library fee component. Would the County describe the likely structure of the library fee in terms of other cities that will share facilities or share in the funding of County library facilities? Are there master plans for the library system? If not, what data is the County prepared to provide to the Consultant to enable the development of a fee?

Answer 7: The proposer can review the ordinance for information on the current organization of the library fee. Chapter 22 can be viewed online at www.municode.com. The current fee studies are all online at: http://www.lakecountyfl.gov/departments/growth_management/development_processing/impact_fees/impact_fee_rate_studies.aspx The Lake County Library System has both a Facilities Master Plan and a Long Range Plan of Operation. We have established Levels of Service for public access computers, square footage and library materials. In addition, we have a wealth of statistical information for all libraries in the system.

Question 8: Transportation fee component. Much of the 2007 nexus work on roadway facilities by Tindale-Oliver should be applied 'as is' in the updated fee program? All of the cost for construction has dropped 30 – 40 %. Would there be any need for the Consultant to identify capital projects for the City's fee program, or provide modeling of the road network to justify facilities in the program? The County program is the only Impact Fee Program. A consumption method would be an alternative but some regional road network data may still be needed, such as VMT. VMT would be expected to be developed. What will the County provide in the way of facility cost and local travel characteristics to the Consultant? We have current cost.

Question 9: Parks fee component. Is there a parks master plan that outlines facilities required in the updated fee program? Are there parks standards for new development (acres per 1,000 residents), and what County action has been taken on those standards? If no on either or both questions, what data is the County prepared to provide to the Consultant to enable the development of a fee?

Answer 9: Yes, the County has a park master plan that outlines facilities required. The adopted level of service shall be 4 acres open for public use of active park and recreation land per 1,000 residents of unincorporated Lake County.

Question 10: Fee component. What kinds of facilities and equipment does the County want in its fee program? Is there a fire master plan that contains the costs and quantities of

facilities and equipment? If not, what data is the County prepared to provide to the Consultant to enable the development of a fee?

Answer 10: See Five-Year Fire Station Improvement Plan attached.

Question 11: Fees applied to which land uses. Does the County prefer that the updated fees apply only to residential uses? If not, which uses should we plan to include: office?, retail?, industrial?

Answer 11: See the County's existing study

(http://www.lakecountyfl.gov/pdfs/growth_management/impact_fees/impact_fee_rate_studies/impact_fee_rate_studies_road.pdf), website

(http://www.lakecountyfl.gov/departments/growth_management/development_processing/impact_fees/commercial_impact_fees/commercial_impact_fee_schedule.aspx), or attached schedule for commercial land uses currently in use. All land use codes should be updated/cross-referenced to match most current version of ITE manuals. Additional land uses may be required. Recommendations for additional land uses by Consultant will be considered.

Question 12: Special Districts. Do any of the current fee structures include benefit districts, as described at the end of the first paragraph under Scope of Work?

Answer 12: Yes. There are 6 road benefit districts and 3 park benefit districts. See attached map or study for more information.

Firm Name: _____ Date: _____

Signature: _____ Title: _____

Typed/Printed Name: _____

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